

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., August 24, 2017.

Mrs. Pamela deWilde, President, led the group in the pledge to the flag.

Mrs. Heather M. Mayhew, Business Administrator/Board Secretary called the meeting to order at 7:09 p.m.

The New Jersey Open Public Meetings Statement was read by Mrs. Mayhew. Notice of the meeting was published in the South Jersey Times, filed with the Township Clerk, and posted on the door of the Quinton Township School.

Members Present: Alicia Sperry, Michael Sites, Joanne Nacucchio, Stacey Sickler, Tracy Scull, and Pamela deWilde

Members Absent: Kayla Surran (vacation)
Ernest Davis 3rd (prior commitment)
Thomas McKee III (vacation)

Also Present: Margaret M. Delia, Superintendent
Heather M. Mayhew, Business Administrator
Stewart Potter, Principal
New teacher and spouse

Educational Highlights/Presentations/Recognition

Mrs. Delia gave a presentation regarding PARCC.

Board of Education Minutes

Moved by T. Scull and seconded by M. Sites that the Board of Education approve the minutes for the June 22, 2017 Board of Education meeting.
Unanimously approved.

Minutes
06-22-2017

Correspondence

None.

Unfinished Business

1. Water situation update – All lead testing complete and in compliance.
2. Mrs. deWilde would still like to work on the opioid prevention and resources.

New Business

1. Mrs. Delia needs a DEAC team representative from the Board of Education.
2. The new website is in progress.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**Warrants**

Bills for
pmt. June,
July &
August 2017

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the bills for payment in June 2017 in the amount of \$106,364.36, in July 2017 in the amount of \$100,714.02 and in August 2017 in the amount of \$275,605.77. (See pages 7998-8011)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Certification

Certification
of Cash
Reconciliation
& Board Sec.
Reports for
May & June
2017

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve and accept the May 31, 2017 and the June 30, 2017 Cash Reconciliation Report and, pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Quinton Township Board of Education certifies after review of the Board Secretary's Monthly Financial Report and upon consultation with the appropriate district officials to the best of the Board's knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-16:10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. The Board Secretary certifies that no line item account has obligations and payments which in total exceed the amount appropriated by the Quinton Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-16.10(a)1. In accordance with N.J.A.C. 6A:23-16.10(c)2, it certifies that there are no changes in anticipated revenue amounts or revenue sources for the year ending June 30, 2017.

(See pages 8012-8026 and 8027-8040)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Transfer of Funds

Transfer of
Funds – June,
July & August

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the transfer of funds effective June, July and August 2017, previously approved by the Superintendent. (See pages 8041-8042)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

The Budget Summary was submitted for board review.

Business and Finance

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve resolution for payment of expenses incurred as a result of attendance by staff and board of education members at NJSBA training and educational/ informational programs and/or meetings on the list provided, previously approved by the Superintendent. (See pages 8042-8043)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Travel
Expenses

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve resolution for travel expenditure for the 2017-2018 school year in the amount of \$1,500 for individual regular business travel and maximum total travel expenditure amount of \$30,000. (See page 8043)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Travel
expenditure
for
individual &
maximum
total

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the attendance of students for Extended Year Programs at the following schools:

GCSSSD - Bankbridge School – 1 student

SCSSSD - Cumberland Campus – 4 students

SCSSSD - Salem Campus - 1 students

SCSSSD – Prep Center - 1 student

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Extended
Year
Programs

Moved by J. Nacucchio and seconded by A. Sperry that the Board of Education approve a services contract for the 2017-18 school year with the Commission for the Blind and Visually Impaired I in the amount of \$1,900 for a Level 1 student and \$12,600 for a Level 3 student. (See page 8044)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Services
Contract with
Commission
for the Blind
& Visually
Impaired

Moved by T. Scull and seconded by M. Sites that the Board of Education approve awarding the following bids for the 2017-2018 school year: (8045-8046)

Ice Cream Jack & Jill Ice Cream (includes freezer)

Milk, Juice & Dairy Balford Farms

Baked Goods Deluxe Italian Bakery

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Bids for
ice cream,
milk, juice,
dairy &
baked goods

**ESEA
Grant**

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve accepting the Elementary and Secondary Education Act (ESEA) Grant (formerly No Child Left Behind) in the amounts indicated below and approve the budget and program goals for submission to the New Jersey Department of Education for the 2017-2018 school year. (See pages 8046-8047)

Title I	\$109,185.00
Title II-A	\$ 7,409.00
Title III	\$ 655.00
Title IV	\$ <u>10,000.00</u>

Total \$127,249.00

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

**Occupational
health pricing
with inspira
Health
Network**

Moved by J. Nacucchio and seconded by M. Sites that the Board of Education approve occupational health pricing with inspira Health Network for the 2017-2018 school year. (See page 8048)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

**Summer
Enrichment
Program
Grant**

Moved by A. Sperry and seconded by S. Sickler that the Board of Education accept the Summer Enrichment Program Grant in the amount of \$26,650.00 from the McKinney-Vento Organization. The program runs from July 10 through August 10, 2017, Monday through Thursday, for approximately 30 students.
(See pages 8048-8050)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

SUPERINTENDENT'S REPORT

Monthly Report – No report in the month of August.

Building and Grounds

The Monthly Self-Inspection Report for August 2017 was reviewed and conducted by the Principal and the Maintenance Supervisor.

The Quarterly Maintenance Inspection was reviewed and conducted by the Principal and Maintenance Supervisor.

The Annual School Integrated Pest Management Notification was reviewed and conducted by the Principal and the Maintenance Supervisor for Quinton Township School.

The Annual Evaluation of School Buildings, indicator 7.6 was reviewed and conducted by the Principal and the Maintenance Supervisor.

The following emergency school drills were conducted during the months of July and August 2017 (Summer Enrichment Program ran from July 10, 2017 through August 10, 2017):

Emergency
School Drills
July & August
2017

07-20-2017 - Fire Drill - 2 minutes
08-07-2017 - Hard Lockdown, Crisis Drill – 5 minutes
08-09-2017 - Fire Drill - 4 minutes
08-09-2017 - Crisis Drill - Tabletop exercise/Full Evacuation
Procedures and Updated Scripts for all situations
08-24-2017- Crisis Drill- Tabletop exercise/Full Evacuation
Procedures

Curriculum

Moved by S. Sickler and seconded by T. Scull that the Board of Education approve school trips for the 2017-2018 school year. (See page 8050)

School
Trips for
2017-2018

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

The 2016-2017 Annual Academic Fitness Report on all subject areas per the five-year curriculum plan including the art and music impact evaluation was reviewed.

Moved by T. Scull and seconded by A. Sperry that the Board of Education approve the revised 21st Century Life and Career Skills Standards to be infused across the curriculum.

21st
Century Life
& Career
Skills
Standards

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve the 6th Grade ELA curriculum map revisions (Reading and Writing).

6th Grade
ELA curricu-
lum map
revisions
(Reading &
Writing)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Policy

Moved by T. Scull and seconded by A. Sperry that the Board of Education approve authorization for collection of the following permitted records in order to promote the educational welfare for each child:

Permitted
student
records

- Test scores, including aptitude, achievement, and other tests.
- Indication of selection for special programs such as remedial or gifted and talented programs.
- Name and birthdate of siblings

- Anecdotal reports which are based on firsthand observation directly relevant to the education of the pupil, signed and dated by the observer.
- Discipline record including suspensions.
- Educational plans.
- A & B Forms.
- School pictures.
- Place of Birth.
- Correspondence concerning the pupil.
- Skills checklist.
- Transfer cards and information from other schools.
- Emergency Data.
- Report Cards.

Per Administrative Code 6:3-2:3, the District Board of Education shall report annually at a public board meeting a description of the types of permitted records it has authorized certificated school personnel to collect and maintain.

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

**Readoption
of medical
standing
orders**

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve readoption of medical standing orders that are an attachment to Policy 5141.1, Accidents. Medical Standing Orders are approved yearly. No changes have been made.

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

**Policies on
first reading**

Moved by A. Sperry and seconded by M. Sites that the Board of Education approve the following policies on first reading: (See pages 8051-8059)

- #3327 *Relations with Vendors*
- #3542.45 *Written Code of Conduct for Procurement*
- #5114.3 *Discipline & Punishment*
- #5141.26 *Opioid Overdose Prevention*
- #6141.1 *New Jersey 21st Century Career Readiness Standards*

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Administrative

**Approval of
forms used
to report
incidents,
victims &
violence,
vandalism &
substance
abuse**

Moved by A. Sperry and seconded by T. Scull that the Board of Education approve for school district use, the incident report form, victim information form and offender information form for violence, vandalism and substance abuse used by the New Jersey Department of Education.

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Mr. Potter reviewed the report on HIB Investigations, Training and Programs submitted to the Department of Education for report period (2) January 1, 2017 – June 30, 2017. (See pages 8059-8061)

Mr. Potter reviewed the EVVRS (Electronic Violence and Vandalism Report) for report period (2) January 1, 2017 – June 30, 2017. (See pages 8062)

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve submission and affirm compliance of the 2016-2017 school year Statement of Assurance of the Three-year Comprehensive Equity Plan (CEP) (See page 8063)

Submission & affirm compliance SOA for 3-yr CEP

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by T. Scull and seconded by A. Sperry that the Board of Education approve submission of the Title III Consortium Memorandum of Understanding Agreement per requirement of the Elementary and Secondary Education Act (ESEA). (See pages 8063-8064)

Submission of Title III Consortium MOUA per ESEA

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Personnel

Moved by A. Sperry and seconded by T. Scull that the Board of Education approve, by recommendation of the Superintendent and upon completion of proper hiring documentation, the substitute list for teachers, secretaries, custodians, nurses, aides and cafeteria workers for the 2017-2018 school year. (See page 8065)

Hiring of substitutes for 2017-2018

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by A. Sperry and seconded by J. Nacucchio that the Board of Education approve hiring, by recommendation of the Superintendent, Melissa Newkirk to the position of Grade 1-2 Looping teacher at a salary of \$55,997, MA Step 1, commencing September 1, 2017, for the 2017-18 school year.

Hiring of Grade 1-2 Looping Teacher

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by S. Sickler and seconded by A. Sperry that the Board of Education approve hiring, by recommendation of the Superintendent, Stephanie Painter to the position of BSI/Computer Technology Teacher at a salary of \$53,897, BA Step 1, commencing September 1, 2017 for 2017-2018 school year.

Hiring of BSI/Computer Tech Teacher

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Motion Carried

Motion Carried

Motion Carried

Motion Carried

Motion Carried

Motion Carried

Moved by S. Sickler and seconded by A. Sperry that the Board of Education approve, by recommendation of the Superintendent, the following Wilmington University student, Olivia Harris, to complete fall practicum/field observation and mentor commencing September 6, 2017 through December 2017 completing 50 hours, averaging one day per week to be assigned to Mindy Bacon.

Practicum/
field
observation
student

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by A. Sperry and seconded by J. Nacucchio that the Board of Education approve hiring, by recommendation of the Superintendent, Stephanie Craig as a Child Study Team Secretary and Cafe/Playground aide at a salary of \$10,285.00 commencing September 1, 2017 for the 2017-2018 school year.

Hiring Child
Study Team
Secretary/
Cafe & Play-
ground aide

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by Alicia Sperry and seconded by T. Scull that the Board of Education approve, by recommendation of the Superintendent, Rosemary Poliski and Donna Profero to attend mentoring training and serve as new teacher mentors as warranted.

Mentoring
training &
teachers
serve as
mentors

Unanimously approved.

Moved by S. Sickler and seconded by J. Nacucchio that the Board of Education approve appointing, by recommendation of the Superintendent, the following staff members as mentors for the newly hired teachers in the Provisional Teacher Program (PTP) with a Certificate of Eligibility with Advanced Standing for a one-time stipend of \$550 per NJEA at the completion of the program:

Mentors for
newly hired
teachers

Joyce Cohen mentoring Lauren McCaughin

Kim Traum mentoring (continuing) Kendall Gaudio

Mindy Bacon mentoring Stephanie Painter

Donna Profero mentoring Diana Rogan

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Moved by S. Sickler and seconded by A. Sperry that the Board of Education approve appointing, by recommendation of the Superintendent, Rosemary Poliski as a mentor for newly hired teacher, Stephanie Hassler, in the Provisional Teacher Program (PTP) with a Certificate of Eligibility for a one-time stipend of \$1,000 per NJEA at the completion of the program (\$550 to be paid by school district and \$450 to be paid by the new teacher to the Quinton Board of Education for a total of \$1,000).

Mentor for
newly hired
CE teacher

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Staff
members
as Culture
Club
teachers

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve, by recommendation of the Superintendent, the following staff members providing after school sessions for the Culture Club for 7th and 8th grade students between September and December 2017 at a rate of \$30.00 per hour through Youth Services Grant:

Aaron McAllister	Gail Scuderi
Julie Hofacker	Kim Dickson
Kimberly Traum	Lauren McCaughin
Rosemary Poliski	Shane Manuel
Sherry Biddle	Stephanie Hassler

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

2-yr Supt.
Professional
Growth Plan

Moved by T. Scull and seconded by M. Sites that the Board of Education approve accepting the Two-year Superintendent Professional Growth Plan.
Unanimously approved.

1-yr
Principal
Professional
Growth Plan

Moved by T. Scull and seconded by M. Sites that the Board of Education approve, by recommendation of the Superintendent, accepting the One-year Principal Professional Growth Plan.
Unanimously approved.

Updated
teaching
assignment
listing

Moved by J. Nacucchio and seconded by T. Scull that the Board of Education approve, by recommendation of the Superintendent, the updated teaching assignment listing for the 2017-18 school year. (See page 8066)

Roll Call: Ayes: (6) A. Sperry, M. Sites, J. Nacucchio, S. Sickler, T. Scull and P. deWilde

Noes: (0)

Abstain: (0)

Motion Carried

Student to
complete
clinic hours
in Speech

Moved by S. Sickler and seconded by A. Sperry that the Board of Education approve, by recommendation of the Superintendent, Samantha Ewan, a NOVA Southeastern University graduate student, to complete her clinic hours in Speech with Holly Leyman, Speech Language Specialist, from September through December 2017.
Unanimously approved.

Student Personnel

Parental
home-
schooled
students

Moved by T. Scull and seconded by M. Sites that the Board of Education approve noting in its official minutes that it has received notification for the parental homeschooling of the following students for the 2017-2018 school year:

<u>Grade 5:</u>	R.E., K.L.
<u>Grade 7:</u>	J.L.
<u>Grade 8:</u>	M.E.
<u>Grade 8:</u>	S.R.
<u>Grade 9:</u>	L.N.
<u>Grade 10</u>	C.S.

Unanimously approved.

Representative to Salem City Board of Education

The June 14 and July 12, 2017 Minutes of the Salem Board of Education was submitted for Quinton Board of Education review.

Mrs. Sperry was unable to attend July's meeting. She attended the August meeting and there was a lot of discussion regarding the middle school; not much discussion on the high school.

Other Board Members and Committee Reports

None.

Public Comment

None.

Executive Session

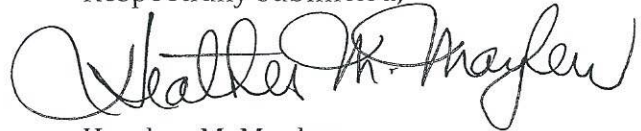
None.

Adjournment

Moved by A. Sperry and seconded by S. Sickler that the meeting be adjourned.
(8:31 p.m.)
Unanimously approved.

Meeting
adjournment

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Heather M. Mayhew". The signature is fluid and cursive, with the first name "Heather" being the most prominent part.

Heather M. Mayhew
Board Secretary